

# Graduate Council Meeting Minutes

Thursday, February 18, 2021 - ZOOM

## **MEMBERS PRESENT:**

Jennifer Bergner, MSME  
Melissa Bugdal, Fulton Rep  
Celine Carayon, HIST  
Kacie Cassar, GSC President  
Maida Finch, Ed.D./REED  
James Fox, EDLD  
Elizabeth Geiger, OGS  
Clifton Griffin, Dean of Graduate Studies  
Martin Hunter, Registrar  
Mary Hylton, MSW  
Carolynne King, At-Large Seat  
Laura Marinaro, MSAT  
Scott Mazzetti, AHPH  
John Nieves – ENG, Faculty Senate Liaison  
Karen Olmstead, Provost

Dana Price, BIO  
Vicki Root, CHHS Rep  
Jessica Scott, OGS  
Keetha Soosaipillai, CADR  
Star Weaver, MAT  
Thea Williamson, Seidel Rep

## **MEMBERS ABSENT:**

Annette Barnes, DNP/Nursing  
Christina Bradley, Henson Rep  
Doug DeWitt, Ed Leadership and Chair  
Stuart Hamilton, GIS  
Yvonne Downie Hanley, M.B.A.

I. Call to Order – 3:33 p.m.

II. Minutes

- Minutes were approved as submitted.

III. Curriculum

- BIOL 567 – New Course Proposal
  - Course was taught for 1 cycle.
  - Lecture/lab course, elective in the new Biological Sciences Environmental Track (under development). They expect it to attract students from inside and outside the ecology concentration and in other majors like chemistry, geology, and biology minors.
  - J. Nieves recommended approval. S. Weaver seconded.
  - Vote: Unanimous
- EDCI 730 – Change to Course Proposal
  - EDCI 730 has been replaced by EDCI 800 Research Seminar I to better prepare the doctoral students for the dissertation. This course is no longer a part of our required course sequence.
  - J. Nieves recommended approval. S. Weaver seconded.
  - Vote: Unanimous
- EDCI 746 – Change to Course Proposal
  - EDCI 746 has been replaced by EDCI 801 Research Seminar II to better prepare the doctoral students for the dissertation. This course is no longer a part of our required course sequence.
  - J. Nieves recommended approval. S. Weaver seconded.
  - Vote: Unanimous
- EDCI 815 – Change to Course Proposal

- Clarification to course: This course is available to students who do not complete their dissertation in the first twelve hours. Currently, the course is listed so that students may not repeat it, but in reality, some students continue to need additional time. This change will allow students to repeat the course four times for a maximum of twelve credits. Course was taught for 1 cycle.
- C. Carayon recommended approval. D. Price seconded.
- Vote: Unanimous
  
- EDCI 820 – Change to Course Proposal
  - Change to course - The description of this course indicated that students must enroll in it during the semester of their dissertation defense, however some students may need additional time and are able to take EDCI 815 in order to do this.
  - C. Carayon recommended approval. D. Price seconded.
  - Vote: Unanimous
  
- Education, M.A.T. – Change to Program
  - Changes to admission and graduation requirement due to changes in COMAR regulations for MSDE
  - J. Nieves recommended approval. M. Bugdal seconded.
  - Vote: Unanimous
  
- Education, M.Ed. Educational Leadership - Change to Program
  - Change to admission requirement to accommodate COMAR compliance
  - J. Fox recommended approval. S. Weaver seconded.
  - Vote: Unanimous
  
- Education, Post-Master Certificate in Literacy Educator – Change to Program
- Drop Post-Master Certificate: Literacy program was developed to attract students to enroll in graduate courses, but in the three – four years since we began offering this certificate, only two students enrolled in the program, and neither of them completed the requirements for the certificate. The certificate does not offer much value to educators as it does not lead to licensure and career advancement. One student enrolled in the program this fall; the student will be able to complete the program because the required courses are also offered as part of the Reading Specialist master’s program. We would like to discontinue this program.

#### IV. Dual Degree Programs

- Students cannot be matriculated into two grad programs concurrently.
- PeopleSoft will not allow two main careers to be concurrent.
- If current program allows, students may pursue courses outside of their checklist. At time of graduation, those courses should not be applied to first degree and can therefore be used for a second masters.
- M. Hunter – Student can take non-program courses to be pending but must graduate from enrolled program first.

#### V. Provost Update:

- Thank you for working on growing enrollment. Graduate numbers are a bright spot in current enrollment picture.

- There is concern for faculty but also students regarding labs, field placement, etc. Can we mitigate circumstances?
  - C. Griffin – We do have time to degree completion allowances.
  - T. Williamson – Appreciate the IRB working with amendments so doctoral students’ research could continue as things changed.
  - J. Nieves – So far MD TESOL certification students have been able to get placements but may need help on that in future.
  - S. Weaver – Paul Gasior handles placements for Education students and would be willing to help.
  - C. Carayon – Allow summer courses even if there are low enrollments. Students are concerned about graduating on time.
- Vaccination Updates – Graduate TA’s and Clinical Students are in the top tier of those able to get vaccinated
- Think about things related to the students progress and what the Provost’s Office can do to help.

#### VI. Commencement:

- There will be a virtual ceremony for each school and college.
- There is also the possibility of a grad walk where a friend or family member could hood their graduate at Sea Gull Stadium. This is pending and a decision will be made by April 15<sup>th</sup>.
- The university is covering 50% of the cap, gown and hood costs or doctoral regalia rental.

#### VII. Diversity and Inclusion

- The recent Anti-racism summit was a great experience and brought to light a lot of systemic prejudices.
- The Graduate Dean encourages conversations and ideas in terms of collaborations and professional development.
- Questions to keep asking – Are there impediments? Do we need to address barriers? Are we inclusive?

#### VIII. Graduate Enrollment – C. Griffin

- We are hearing the same message – grow grad enrollment.
- There was an extensive review and external marketing analysis.
- Easy to highlight programs that are suffering but take into consideration budgets or limited faculty.
- EAB – MSW and Nursing are great opportunities
- Goals will be sent out but these are not meant to be unreasonable. Review and respond to me about the goals.
  - What do you think are reasonable targets for next year, 3 years and 5 years?
- Liz is doing a great job at top of funnel but admissions and quality is up to you.
- Further comments:
  - C. Carayon – Feels there is a disconnect between numbers and what can be controlled by Program Directors. Is happy to see that diverse faculty have improved admission of women and people of color and messages in courses.
  - C. Griffin – Marketing tools should include language that will help grow a diverse student body.
  - Liz – Katie Curtin can help develop communication strategies and how to target populations.

## IX. GSC Remarks – K. Cassar

- Held movie night to celebrate Black History Month
- Worked with Dr. Walton to have a Fellowship Workshop
- Planning Resume/Cover Letter Workshops
- Working with Honors College to have graduate panel to answer questions for undergrads.
- Trying to get a dedicated office space for GSC.
- Trying to get Volunteer Center reestablished.
- C. Griffin thanked Kacie and the GSC group for their outstanding community outreach. They are doing a great job filling needs and congratulated them on the great response to their PPE drive.

## X. Dean's Remarks

- Thanks to J. Scott for getting the shared courses online It help to have them in one place and can be promoted to students.

## XI. Other Remarks

- M. Hunter - Don't forget to update incomplete grades. Student cannot graduate with an "I". Will be working on a process to automatically move unchanged grades to an "F" unless an extension is in place.

Meeting was adjourned at 4:40 p.m.

Submitted by Jessica Scott